25X1A   ████████ used to brief the IG Team on 12 January 1973 at 10:00 a. m.)
<u>File in Long-Range Planning Folder.</u>

<u>LONG-RANGE PLANNING GROUP</u>

I. History

    A. Alternatives for long-range planning

        1. Individual effort

        2. Career Board or committee

        3. Tap the "informal organization"

    B. Decision to combine 1 and 3 above

    C. First meeting of the Long-Range Planning Group was held on 7 October 1968.

II. Composition

    A. Chaired by the DD/Security

    B. GS-13 or -14 level representatives from Directorates and Staffs (less A&TS)

        1. First-hand familarity with problems

        2. They are part of the informal organization

        3. They have some "axes to grind" as do other mid-careerists.

        4. They have a personal interest in the long-term future of the Office.

    C. Higher level chairmanship can eliminate much wasted time and the preparation of lengthy papers.

III. Examples of Items Considered

    A. Founding of the ICAP program

    B. Developed the "Career Continuity Record" form.

    C. Developed the "thumbnail" job description book.

    D. Developed plans for automation of ICAP information --

       proved unnecessary.   25X1A

    E. Utilization of women in ▮▮▮ (12 May 1971 meeting)

    F. In-service training course -- after cuts in T/O sufficient

       manpower could not be devoted to this effort.

       1. Considered course to be given during nonduty hours

       2. Acceptability marginal

    G. Other items discussed

       1. Image of the Office of Security

       2. Uniformity in Agency reports

       3. A forced rotation program

       4. OS "county fair"

       5. Article on the green berets for the Support Bulletin

       6. A lighter presentation of the Security regs.

       7. Security poster program.

H. Items Under Current Consideration

1. Clerical ICAP program

2. NOCAD security assistance overseas

3. Two-week OJT details -- programs similar to reserve active duty training

4. Area familiarization for overseas assignees through:

   (a) Assist OSSD survey officer

   (b) Assist Technical ~~Services~~ security officers during inspections.

5. Periodic exposure to PTOS quarterly reports received from overseas stations and bases.

   6. Early selection for Overseas assignments - 15 Mo.

IV. Modus Operandi

A. Periodic meetings

B. No minutes

C. Maintain "open" atmosphere.

V. Advisory Management Group

A. History

1. Established 11 December 1969.

B. Membership

Two representatives from each of the OS Directorates. The individual is selected by the Directorate. He must have been in the OS for a period in excess of one year and must be in grade GS-11 or below.

C. Customarily meet with the Long-Range Planning Group under identical M. O.

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LONG-RANGE PLANNING GROUP AND MANAGEMENT ADVISORY

GROUP

18 January 1973

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I. Status Items Under Consideration

    A. Tutorial training in physical security.

        1. Enlargement of the two-week physical security

            training class offered each spring for Security

            Officers going overseas.

    B. Exposure of Individuals to Personnel Security Division

    Operations.

        1. Possibility of two-week tours for investigators.

            a. Observe "green beret" types of problems.

            b. Become cognizant of disposition of suitability

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                information developed during investigations, particularly

                as used by the Applicant Review Panel.

            c. High cost a problem.

            d. Agents Course Spring, 1973. PSD will be invited to speak

    C. Detail of Individual going overseas to the Security Officer

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    of the Area Division Involved, if any.

        1. Under consideration.

D. Area Familiarization by Overseas Assignee by   25X1A

    Acting as Bag Man for a Tech Division Specialist.

    1. ~~Being~~ discussed at Tech Division Conference today.

E. Periodic Exposure to PTOS Quarterly Reports Received

    From Overseas Stations and Bases.

    1. Training Branch will implement for those persons

    selected for specific overseas assignments.

F. ICAP Application to Clerical Positions.

    1. Under consideration by the Chairman, Clerical

    Career Board

    2. Under study by A&TS.

    G. NOCAD
    1.

II. Interest By the IG Team.

III. Report on Second Year Program in ICAP to be Distributed Around

    10 April 1973.

IV. New Items For Consideration.

V. Next Meeting.

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